

Name of Action Plan	Action Item	Due Date	Responsible Person	Progress Reported in December 2009	Progress Reported in May 2010
Academic Plan	CAHSS- Master of Fine Arts	Authorization to Implement – February 2010 Implement- Fall 2010 or Fall 2011	Ron Verdon	<p>MFA in Design passed CAHSS, CIC, GEC and is scheduled for AAAT on Dec. 8. Also sent to PEC this week. Scheduled for UW System and Board of Regents by April 2010</p> <p>Authorization to Implement has been approved at all levels of the campus approval process. The Authorization to Implement document is at UW-System for review by the Academic Planner. It is to go before the BOR at the April 2010 meeting.</p> <p>Authorization in progress; approved at the campus level with approval by BOR planned for Spring 2010. Implementation planned for Fall 2011.</p>	<p>The MFA has been approved by all local campus groups and an initial draft of the Authorization was shared with System in December 2009. Discussion concerning how best to set tuition levels continues. Customized rate approval forms for the program will be completed in summer 2010. Target for program approval by the Board of Regents is fall 2010. Implementation is planned for fall 2011.</p>
Academic Plan	CAHSS- B.S. in Applied Social Science	Authorization to Implement- October 2009 Implement- Fall 2010	Richard Tyson	<p>Authorization to Implement Fall 2010 approved by the Regents. Appointment of Program Director and Program Advisory Committee expected Dec. 2009.</p> <p>It has been approved by the BOR. New students will be accepted for Fall 2010.</p> <p>Program approved by BOR October 2009. Implementation approved for</p>	<p>The program has been implemented and is accepting students. Dr. Jeff Sweat has been appointed program director.</p>

				Fall 2010.	
Academic Plan	A.A. in Arts and Sciences (CAHSS & CSTEM)	Entitlement to Plan – Fall 2009 Authorization to Implement- Fall 2010 Implement- Fall 2011	Amanda Brown	The Entitlement to Plan is scheduled to go to the CAHSS Council for approval at the 01/27/2010 meeting; then on to the next level. Work will begin shortly on the Authorization to Implement in anticipation of System approval of the Entitlement. Entitlement in progress and on the CAHSS agenda for approval in January 2010. Authorization planned for Spring 2010.	The Entitlement for Associate of Arts degree was approved by the PRC and AAAT in spring 2010 but was not supported by the Faculty Senate. At this time, no immediate plans to proceed are in place.
Academic Plan	B.S. in Cognitive Science (CEHHS and CSTEM)	Entitlement to Plan- Summer 2009 Authorization to Implement- December 2009 Implement- Fall 2010	Jerry Kapus	Submitted rough drafts of Authorization proposal and Executive Summary to UW-System, currently revising these documents based on UW-System comments, scheduled to go to BOR for Feb. 2010 meeting, implementation Fall 2010 Authorization on BOR agenda for February 2010. Implementation planned for Fall 2010. Executive Summary and Authorization submitted in Dec. 09	The program was approved by the Board of Regents in February 2010, and is accepting students for fall 2010. Dr. Desiree Budd has been appointed as Program Director.
Academ	CEHHS- B.S. in Health,	Entitlement to	Bob Peters	Entitlement submitted to System in	The Entitlement was approved by

ic Plan	Wellness and Fitness	Plan- Fall 2009 Authorization to Implement- Spring 2010 Implement- Fall 2010		Fall 2009 and awaiting approval. Entitlement submitted in Sept. 09, distributed to campuses in Nov. 09	UW System in February 2010. An advisory committee was appointed and has been working on the Authorization. A subgroup received a Curricular Incubation Center grant for summer 2010 to develop coursework. Authorization proposal to be submitted fall 2010.
Academ ic Plan	CEHHS- M.S. in Gerontology	Entitlement to Plan- Fall 2009 Authorization to Implement- Summer 2010 Implement- Fall 2011	Bob Salt	Entitlement approved by System in September 2009. Entitlement to Plan approved Sept. 09	Dr. Jan Hare worked on the Authorization proposal during spring 2010 and initiated contact with possible partner campuses. Dr. Hare retired in May 2010. Authorization work will continue when Dr. Hare's replacement is hired.
Academ ic Plan	CEHHS and CSTEM - Mathematics Education concentration	Under discussion	Joy Becker, Chris Bendel, Jackie Weissenbur ger	Discussions held on how to revise education courses to meet the needs of math ed students. Goal is to have this done and proposal prepared for DPI submission this spring. Still under discussion; several meetings have been held. Still under discussion	Plan to submit to DPI summer 2010.
Academ ic Plan	CEHHS- Reading Specialist certification	Discussion	Kimberly Martinez, Jackie Weissenbur ger	Under discussion. Plan to submit to DPI SU 10	Plan to submit to DPI summer 2010.
Academ ic Plan	CSTEM- M.S. in Industrial and Applied Mathematics	Entitlement to Plan- Spring or Summer 2010 Authorization to	Petre Ghenciu and Alex Basyrov	Notes: (1) Alex Basyrov should be added to the people responsible list. (2) The title should be "Industrial and Applied Mathematics"	The Entitlement to Plan for the M.S. in Industrial and Applied Mathematics has been approved by all campus committees and will be

		Implement- Spring 2011 Implement- Fall 2011		Entitlement has been prepared and is currently making its way through the campus approval process. Title has changed to Industrial and Applied Mathematics. Entitlement approved by AAAT in January 2010 and on Faculty Senate agenda for early Spring 2010. Will be forwarded to System for approval in Spring 2010.	submitted to UW System for approval. A group of faculty received a Curricular Incubation Center grant to work on the Authorization during summer 2010.
Academic Plan	CSTEM- M.S. in Biomedical Sciences	Under discussion	Michael Pickart	Under discussion. <ul style="list-style-type: none"> - clarified and expanded interested partners - rough draft of program plan - formally secured Marshfield administrative interest refined action plan to complete Entitlement to plan	Working to establish cooperative programming in the area of Cytotechnology with Marshfield. Pursuing Office of Animal Laboratory Welfare (OLAW) certification in order to have labs at a level to compete for federal funding and other programming. Currently have a provisional certification. Will be hiring an animal room biotechnician to start in the fall.
Academic Plan	CSTEM- Mathematics Education concentration	Under discussion	Mary Hopkins-Best and Brian McAlister	Discussions held on how to revise education courses to meet the needs of math ed students. Goal is to have this done and proposal prepared for DPI submission this spring.	Plan to submit to DPI summer 2010.
Academic Plan	CSTEM- B.S. Engineering Technology	Implement- Fall 2011	Rich Rothaupt and Scott Springer	This existing program will be delivered via remote site in collaboration with UW-Sheboygan, UW-Manitowoc and Lakeshore Technical College.	Currently developing a plan for sustainability of the remote site program including updating of projections of student enrollment and budget.
Academ	COM- B.S. in Supply Chain	Entitlement to	Gene	Approved by UW System 12/09 –	Program has been implemented and

ic Plan	Management	Plan- Spring 2009 Authorization to Implement- December 2009 Implement- Spring 2010	Gutman	Ready for implementation Spring 2010 Authorization approved by BOR in December 2009. Implementation approved for Spring 2010.	is accepting students. Dr. Gene Gutman has been appointed program director.
Academic Plan	COM- M.S. in Homeland Security	Entitlement to Plan- Spring 2010 Authorization to Implement- Spring 2011 Implement- Fall 2011	Elbert Sorrell	Deferred until Summer 2010 Entitlement in development.	Discussions on development of the Entitlement continue. Moving forward with Entitlement will be contingent upon availability of staffing and other resources.

Name of Action Plan	Action Item	Due Date	Responsible Person	Progress Reported in December 2009	Progress Reported in May 2010
Training and Development Plan	Leadership and professional Development program	Annually	Director of Human Resources	The full Leadership and Professional Program was not held. HR developed a modified program specific to Department Chairs.	Same as December
Training and Development Plan	Fiscal Services, enrollment services, administrative services, university services	Annually	Director of Human Resources	5 EDGE sessions were conducted this fall & 7 sessions will be offered spring semester	7 sessions were offered spring semester for a total of 12 sessions in 09/10 with approximately 200 total participants.
Training and Development Plan	Campus business operations training	Annually	Director of Business & Financial Services	Provide training in all business operations (SBS, PMM & Accounting) at least once a year through the EDGE program. The next EDGE session is schedule for 01/26/2010 and 03/09/2010. BFS also provides training as requested from individuals and departments.	EDGE sessions held on 01/26/10 and 03/09/10 were well attended (over previous years). Beginning work on a Business office manual to describe how things are done that can be used by new employees. Finance-Related Training Session on Wednesday, May 19, 2010 in Madison, several employees from campus attended.
Training and Development Plan	Personal development/interpersonal relationship (ex. Smoking cessation)	Annually	Optimal Health Committee	Optimal Health Fair planned for April 2010 will expand and include tobacco cessation vendors. New OH website developed this fall. Fad diet workshop was held in November put on by the SSSA students. Support the	The Optimal Health Fair was held on April 7, 2010 and it had a record turnout for attendance. The fair focused on expanding and providing tobacco cessation vendors in lieu of the upcoming smoke free

				smoke-free campus by offering services and promoting a smoke free campus and providing information on tobacco cessation at the benefits fair and Great American Smoke-Out Day this fall.	campus.
Training and Development Plan	Department Chair Training	Annually	Provost; Director of Human Resources	3 sessions were offered this fall which included topics on performance evaluations, financial management, student issues, and curriculum with 30+ attendees. Two sessions on managing conflict and engagement will be offered during January Professional Development week.	Two sessions (Managing Conflict and Employee Engagement) were offered during January Professional Development Week with approximately 15 attendees per session.
Training and Development Plan	Train faculty & staff on how to effectively incorporate student experiential opportunities into programs and curriculum (broaden horizons)	On-going	Provost; NTLC	No progress as of 1-18-2010. Planning will begin now that definition of experiential learning is created.	Experiential learning defined and accepted. Applied Humanities Summer Institute is scheduled for June 10, 2010. 26 participants with follow up in January 2011 by NTLC.
Training and Development Plan	Baldrige Training	On-going, at least annually	Provost; Director of Human Resources	See Quality Training Certificate info	Training provided in November 2009 and the next annual training will be scheduled for fall 2010.
Training and	Quality training certificate (quality tools)	Bi-annually	Director of Budget, Planning & Analysis;	BPA: First session was on AQIP/Baldrige in	Presentation was held for JPD, spring training session

Development Plan			Director of Human Resources	November 2009. 24 attendees. Spring session scheduled for 4/21/10. Presentation planned for January Professional Development day.	on evaluation and measurement was held with 10 attendees; Evaluations were completed by 8 participants, with a mean of 3.36 on a 4-pt scale to the question, "How valuable to you in your current position will the "Evaluation/Measurement" training be?" Planning has begun for fall session on using Quality Tools.
Training and Development Plan	AQIP Training	On-going; at least annually	Provost; Director of Human Resources	See Quality Training Certificate info	Training provided in November 2009 and the next annual training will be scheduled for fall 2010.
Training and Development Plan	Assessment and evaluation	On-going, at least annually	Provost; Director of Human Resources	See Quality Training Certificate info	Training provided in November 2009 and the next annual training will be scheduled for fall 2010. Assessment Institutes have been scheduled for June 2010 and include: 1) Year 2 Assessment Institute with Barbara Walvord with 19 registered participants; 2) Year 1 Assessment Institute with Barbara Walvord with 46 registered participants; and 3) Assignment Design Institute with 21 registered

					participants.
Training and Development Plan	Customer service	On-going, at least annually	Director of Human Resources	Customer Service Ambassadors promoted Customer Service Week Oct.5-10, 2009. Passed out candy jars, promoted customer service motto and held a reception. Dealing with Difficult people session will be held during January Professional Development Week.	Dealing with Difficult People session was held during January Professional Development Week with 40 + attendees. 5 participants of the Customer Service Ambassador group attended "The Distinctive Difference: Achieving Customer Service Excellence. 2nd year Customer Ambassador training was conducted on 03/23/2010 and a new group was formed.
Training and Development Plan	Sexual harassment prevention	Existing guidelines per policy and law; ongoing, at least annually; as requested	EO/AA Office	Orientation of new employees Sept 09; 1 academic dept trained; brochure was mass mailed; began revision of policy; Housing trained staff; HR distributed brochures to new employees; ASLS established 3-year training schedule for all units.	Working on sexual Harassment Policy for revisions. Orientation of new employees January and April 2010.
Training and Development Plan	ADA	Existing guidelines per policy and law; ongoing, at least	EO/AA Office	Orientation of new employees Sept 09; 1 academic dept trained	Policy has been reviewed and has been forwarded for approval process. Orientation of new employees January and April 2010.

		annually; as requested			
Training and Development Plan	Equal opportunity	Existing guidelines per policy and law; ongoing, at least annually; as requested	EO/AA Office	All unclassified search committees trained; Policy revision approved; Dept chairs trained; Promotion Committee trained;EDGE presentation; Provost Council and CEHHS Council trained;. New employee orientation.	Continued training of unclassified search committees. Lean process in progress on ES forms. Orientation of new employees January and April 2010.
Training and Development Plan	Racial/ethnic equality	Existing guidelines per policy and law; ongoing, at least annually; as requested	EO/AA Office	See Equal Opportunity info	Policy being reviewed and updated as needed. When finished will be sent through the review process.
Training and Development Plan	Gender equality	Existing guidelines per policy and law; ongoing, at least annually; as requested	EO/AA Office	See Equal Opportunity info	See Equal Opportunity info
Training and	Discrimination/bias/harassment	Existing guidelines	EO/AA Office	See Equal Opportunity info	See Equal Opportunity info

Development Plan		per policy and law; ongoing, at least annually; as requested			
Training and Development Plan	LGBTQ	Existing guidelines per policy and law; ongoing, at least annually; as requested	LGBTQ Coordinator	Four Safe Space trainings for students, staff and faculty were conducted. In October 2009, the LGBTQ Program Office launched Open Door, a discussion and support group for LGBTQ students. Celebrated and planned a variety of activities for October's LGBT Awareness Month. Director of University Housing and the LGBTQ Program Office developed a brochure earlier this year highlighting LGBTQ student resources on campus, including the many programs and services of the LGBTQ Program Office, as well as the Out@Stout student org and the Pride Alliance.	No updated received.
Training and	Faculty/Staff Complaint Process	Existing guidelines	EO/AA Office	Chancellor formed a group to study and recommend a	No update

Development Plan		per policy and law; ongoing, at least annually; as requested		tracking process in spring 2010	
Training and Development Plan	Student complaint process	Annually; as requested	Dean of Students	Handled individually as issues arrive. Department chair training. Campus is working on a comprehensive complaint process. DOS office has developed and is implementing a database tracking system.	No update received.
Training and Development Plan	Academic and non-academic misconduct	Annually; as requested	Dean of Students	Presented sessions at professional development in August 09 and Jan 10 as well as trained all department chairs.	No updated received.
Training and Development Plan	Ethics	Annually; as requested	Chancellor	New employee Orientation, Sept. 09	New Employee Orientation January and April 2010.
Training and Development Plan	PeopleSoft	Continuous throughout implementation process	Learning & Information Technology Coordinator	Implementation is complete. Functional module leaders will continue to develop training and deploy to campus on an on-going basis thorough out the life of this software and	No update

				as new functionality and features are made available from Oracle.	
Training and Development Plan	Outlook E-mail Microsoft Office Suite/PowerPoint	On-going	CIO	Online training is available 24/7 via Lynda.uwstout.edu.	No update
Training and Development Plan	On-line survey and course evaluation tool	Twice per year	Budget, Planning and Analysis	BPA: One-on-one support available during office hours. Three group training sessions offered in fall 2009.	Over the past year we have held 16 group training sessions: 7 open sessions were offered (4 basic, 3 advanced), 6 course evaluator training sessions (4 trainings, 2 user group meetings) and we received 3 requests for customized group training. 206 people have been assisted through 1:1 training and 116 people have been assisted through group training sessions as of 05/19/2010.
Training and Development Plan	Hyperion	As requested	CIO	Basic navigation and use training is provided by LIT. Functional module leaders can provide more in depth training specific to their data sets along with help from LIT.	No update

Training and Development Plan	Software applications including Adobe Acrobat , Photoshop, Dreamweaver	On-going	CIO	Online training is available 24/7 via Lynda.uwstout.edu .	No update
Training and Development Plan	Adobe Connect (formerly Breeze)	Annually	CIO	Online training available at: http://www.uwex.edu/ics/exendlms/ , http://www.uwex.edu/ics/exendlms/tutorials/index.html , http://www.adobe.com/support/connect/ . 1 -1 help is also available when needed	No update
Training and Development Plan	Echo 360 (formerly Apreso)	On-going	CIO	Periodic training sessions are offered. Online training regarding Adobe Connect can be found at http://www3.uwstout.edu/lits/clsrn_supt/index.cfm	No update
Training and Development Plan	New Instructor Workshop	Annually	Director of Teaching & Learning Center	Completed August 18-21, 2009	No update
Training and Development Plan	New Employee Orientation (including diversity training)	Quarterly	Provost; Director of Human Resources; EO/AA Office	Completed September 1, 2009, with 30+ participants. Second Fall session was cancelled due to lack of new employees. Spring sessions scheduled for January 20 th and April 22 nd .	Periodic training sessions are offered. Offerings can be checked http://www3.uwstout.edu/lits/clsrn_supt/index.cfm
Training and Development	EAP training	Annually	Director of Counseling Center	Delivered informational presentation on EAP	New Instructor Workshop scheduled for August 17 – 19, 2010

nt Plan				and Students of Concern referral processes during new employee orientation in August. Delivered informational presentation on EAP and Students of Concern referral processes during new employee orientation in August. See New Employee Orientation for future sessions.	
Training and Development Plan	Workplace Violence Prevention	Annually	Executive Director of Health & Safety	Chief Walter and Sergeant Starck have presented “Preventing Mass Casualty Shootings in a College Setting” to 12 different councils and classes since July 1, 2009. Discussion on safety at campus business office/bank in light of recent area bank robberies.	The “Preventing Mass Casualty...” program is being continued throughout 2010 and 2011.
Training and Development Plan	Asbestos compliance/overview	As mandated	Executive Director of Health & Safety	Health & Safety co-coordinates annual asbestos training for Physical Plant employees.	H&S coordinated PP asbestos training in January and May, 2010. Program will be continued and in on-going.
Training and Development Plan	Lead compliance/overview	As mandated	Executive Director of Health & Safety	Health & Safety trains on lead in its annual training calendar.	H&S next lead training will be in August, 2010. Updated lead regs will be covered.

Training and Development Plan	Defibrillator training	Annually	Intramural Sports	DeFib managers contacted re: hardware updates. Officer Pederson has met with managers when they request Officer Pederson has re-certified all patrol and health center employees in CPR/AED.	No Updates
Training and Development Plan	Emergency Management (including building evacuation, alarm codes, etc)	Annually	Executive Director of Health & Safety	Web site continues to be updated. Tested FLASHbrief 12/14/09. Officers doing monthly testing on fire alarms in academic/office buildings	FLASHbrief was used with a real incident (suspicious chemical item) on April 14, 2010. We have also added emergency instruction to the new employee orientation.
Training and Development Plan	Identifying students and co-workers at risk	Annually	Dean of Students	No progress	No update received.
Training and Development Plan	Fire extinguishers	As mandated	Executive Director of Health & Safety	Safety & Risk Management trains Physical Plant staff annually and other Stout staff who volunteer for the CERT program.	Ongoing.
Training and Development Plan	Ergonomic workstations	As mandated	Executive Director of Health & Safety	Safety & Risk Management train staff as requested.	This service is seldom used, but is ongoing.

Name of Action Plan	Action Item	Due Date	Responsible Person	Progress Reported in December 2009	Progress Reported in May 2010
IT Plan	Campus buildings network wiring upgrade.			Ongoing	No update
IT Plan	Campus Wireless Network Improvement			<p>Wireless access in public areas (study lounges, common areas, basements) of residence halls nearing completion.</p> <p>In 2004-05, a University Housing initiative to add wireless access points (WAPs) to cover the 1st-4th floor study lounges was completed. Starting in 2008, wireless projects are in process for many residence halls to improve coverage in the “common areas” as well as provide coverage for much of the basements. This project involves network wiring and implementation of PoE (Power over Ethernet) network switches. Work has been completed in Fleming, North, Red Cedar*, South and Wigen Halls. Work in the remaining halls AF, CKTO, HKMC halls is ongoing. The majority of the WAPs in these basements have been installed. The remaining locations are on hold due to asbestos abatement</p>	<p>All public areas of residence halls complete. Planning for all residence hall wireless coverage in progress.</p> <p>Campus wireless upgrades to 802.11n access points ongoing where applicable.</p>

				<p>being needed. The abatement of these locations is scheduled in January 2010. Once abatement is complete, the remaining WAPs will be installed in these basements. This project is estimated to be completed by March 2010.</p> <p>*Red Cedar Hall has wireless network coverage in the common areas, floor lounges and 1st floor conference rooms 140 & 141. No additional wireless network coverage has been added since the building opened in 2005.</p> <p>Currently, there are no plans to expand wireless network coverage in Jeter-Tainter-Callahan Hall.</p> <p>Hovlid Hall will undergo a remodeling project in 2010. This remodeling includes a wireless network infrastructure which is intended to provide wireless network access in all areas including student rooms. Existing buildings will be re-evaluated and adjusted to improve wireless connectivity. Buildings already completed are Fryklund</p>	
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				Hall, Comm Tech, Applied Arts, Micheels Hall, Science Wing Phase 1	
IT Plan	Secure Wireless	Fall 2010		Planning stages to deploy encrypted wireless network communication for faculty/staff and students.	Due to deploy Fall 2010
IT Plan	Web server content management system	2008-09		Implementation continuing. Most of the Stout web site will be converted by January 1, 2010. Estimated 75% complete.	All sites are either completed (95%) or near completion. Cut over will be Summer 2010 from www3 to www.
IT Plan	Continue coordination and management of university web-site			Ongoing	New infrastructure and upgrade to CommonSpot v6 will occur Summer 2010.
IT Plan	Web redesign	2010		RFP in development	RFP Finalized and vendor selected. Work to begin summer 2010 with campus contribution sessions Fall 2010.
IT Plan	Faculty/staff Email system replacement	Summer 2010		Planning stage	Complete replacement scheduled for summer 2010. Equipment purchased and in process of setup and testing.
IT Plan	Information Portal	Summer 2008		RFP in development	RFP awarded to Omni Resources and will be starting in June 2010 with implementation of Microsoft Sharepoint .
IT Plan	Professional Development Tracking System	Fall 2010		Working with UW-Madison to co-exist within their system. UW-Madison enabling software to adapt to UW-Stout inclusion	UW-Madison working to enable software to multi campus use.
IT Plan	Build a Financial Aid portal.			No progress	No progress as of 6/1/2010
IT Plan	PeopleSoft Student Information System			Complete. All modules operational.	Continue enhancements and integration.

IT Plan	PeopleSoft HR System	July 2008		In progress. Expected 2 nd quarter 2011 implementation.	In Progress. Expected 2 nd quarter 2011 implementation.
IT Plan	Reporting Data Store (RDS) - data warehouse	2008-2010		In progress	In Progress. Initial data dictionary created waiting for end user updates and review.
IT Plan	Oracle EPM 11.1.1.2 upgrade	February 2010		Re-scheduled for March 2011	No new date scheduled. Issues occurred and upgrade was halted.
IT Plan	Reporting Software	Fall 2009		RFP in evaluation stage	RFP process complete and awarded. Implementation to start June 2010.
IT Plan	Develop system/process for tracking and documenting programming customizations. Standards would be developed around this process. Review looking at industry available software or developing in house. Would also like to bring in-house an expert to train staff on industry standard best practices in this area.			In progress	In Progress. Development process defined, migration form being updated, review of functional and technical specification form, and updating development standards for PeopleSoft and web applications.
IT Plan	Implement Additional Network Security.			Evaluating existing security measures	In progress
IT Plan	Acceptable Use Policy	Fall 2009		In progress	Updated policy being reviewed by the Policy Committee in June.
IT Plan	Comprehensive Information Security Policy	Spring 2010		Awaiting approval of Acceptable Use Policy	No progress as of 6/1/2010
IT Plan	Implement document imaging solution.	Summer 2005		In progress. To date, 22 departments are using the software with more to be implemented	Continued. 25 departments are now operational.

IT Plan	Implement electronic signature module within ImageNow for use by the campus.	Spring 2009		An e-approval process has been implemented for the Budget Transfer and Space Request forms. Product purchased and installed. Two pilot processes are in progress; space request and budget transfer forms.	Complete
IT Plan	Training for CMS	Spring 2009		In progress. Trainings offered Fall 2009. Offerings and open labs to continue Spring 2010	In Progress. Training sessions and workshops held monthly. CommonSpot v6 will require some update training on new features and functionality.
IT Plan	Laptop Transfer Program	Possible reoccurrence every academic year - December, May, summer		Ongoing	no progress as of 6/1/2010
IT Plan	E-Scholar laptop training	Fall 2010		No progress	Work in progress to provide all eScholar training and materials through D2L. Estimated 30% complete
IT Plan	Monitor capacity/speed of the off-campus Internet connection.			Ongoing	no progress as of 6/1/2010
IT Plan	Facilitate the replacement of faculty/staff computers thereby ensuring that everyone has relatively new and efficient computer			Ongoing	no progress as of 6/1/2010

	equipment.				
IT Plan	Continue campus-wide Key Server Software License Management System.	2006		Ongoing. Each year as new applications and updates are available, the Software Administrator must develop licensing and custom-deployment models for all software packages. A KeyServer software request form has been developed and is available online. License numbers have been adjusted based on usage reporting.	no progress as of 6/1/2010
IT Plan	Continuously Manage Software Application Licensing			Software Administrator has catalogued all known campus-application license agreements and is producing and increasing available documentation. Departments must provide a copy of a valid license agreement before any application will be installed by T&N.	no progress as of 6/1/2010
IT Plan	New Instructor Workshop	every Fall		Ongoing	Scheduled for August 17-19, 2010
IT Plan	Prof Dev Week	Every Aug, Jan, May - LTS		Ongoing	Additional week of Professional development planned for week of Aug. 23, 2010
IT Plan	Update digital image databases and put historical images online			Computer and software upgrades pending	Reviewing software upgrade and moving to virtual server for security, redundancy, management. Dependent upon funding.
IT Plan	Provide coordinated assistance to faculty and			Ongoing	Plans are being finalized for professional development

	staff related to learning technology approaches and systems (technology changes, teaching strategies, D2L, software, hardware etc.).				sessions for 2010-11 in conjunction with the Nakatani Reaching and Learning Center. Additional effort made in addressing ADA compliant instructional tools/resources and providing tutorials for various instructional technologies
IT Plan	ASK5000 help desk facility			No progress	No progress as of 6/1/2010
IT Plan	Mediated Classroom Maintenance			Ongoing	Developed a database the captured classroom technology equipment, desks, etc that includes images, dates, model information for the purpose of maintenance and renewal. Currently moving all information into EMS scheduling software.
IT Plan	Equipment Maintenance Schedule	Fall 2009		In Progress.	Developed a database the captured classroom technology equipment, desks, etc that includes images, dates, model information for the purpose of maintenance and renewal. Currently moving all information into EMS scheduling software.
IT Plan	Lecture Capturing System			New system installed in Millennium Hall Fall 2009.	Instructor need assessment conducted in Fall 2009. Reviewing a new web-based system that expands the instructional reach and impact that is scalable and sustainable.
IT Plan	Jarvis Hall Remodel Project	Phase 1 -		Access will be allowed beginning	Equipment being purchased.

		beginning 2009 with Phase II and III scheduled for 2010.		June 2010	
IT Plan	Lab Mod	Ongoing. New requests for 2010 - 2011 will begin Fall 2009		The Space Committee review and recommend proposals.	2010-2011 list approved and funded to \$310,848.
IT Plan	D2L Course set-up automation	Spring 2010		In progress	Complete
IT Plan	Purging D2L courses			Ongoing	First cycle complete. Second cycle started
IT Plan	D2L Gradebook integration with PeopleSoft	2009-2010		This function no longer supported by MILLER and PeopleSoft will have delivered functionality.	SAIP is delivered by PeopleSoft and beta/pilot group working on this for UW System. UW-Stout is part of that group.
IT Plan	Data Center capacity planning or infrastructure.			In progress	No progress as of 6/1/2010
IT Plan	Project Management Framework--Project Authorization/Development /Execution initiative			No progress	Develop and propose PM certificate program for campus staff.
IT Plan	Survey Clearinghouse	Fall 2009		Initial stages. Estimate for software development in progress	no progress as of 6/1/2010
IT Plan	Electronic Signature			See ImageNow response.	Complete
IT Plan	IT Training			Online training is available 24/7 via Lynda.uwstout.edu.	no progress as of 6/1/2010
IT Plan	SOE Assessment			No progress	No progress as of 6/1/2010

IT Plan	One-stop student services			No progress	No progress as of 6/1/2010
IT Plan	Student Health Services			No progress	No progress as of 6/1/2010
IT Plan	PeopleSoft Functionality			CSRG will be considering a proposal for Supply Chain Management for fy10.	No progress as of 6/1/2010
IT Plan	Implement T2 Flex	1/1/2010		Initial stages	Installation complete
IT Plan	Peopleware to Certain migration	Fall 2009		No progress	Complete
IT Plan	Security Camera System			No progress	Group meeting to determine solution for campus. Various systems are currently present on campus.
IT Plan	Study Abroad Software	January 2010		Initial start using the software will be without PeopleSoft integration	No updates for integration.
IT Plan	Outsourcing Student E-mail	Fall 2009		Initial migration in progress. All student email will be outsourced to Microsoft Live March 2010.	Complete
IT Plan	Data Retention of data from Datatel			No progress	Need campus archivists to give recommendation to campus offices needing to maintain data such that development of extracting the data can occur.
IT Plan	Data warehouse transition			Initial stages	RDS is available. The building of data dictionaries currently in progress.
IT Plan	Redevelopment of Telephone Chargeback System	Fall 2009		No progress	In process. Waiting for updated file layouts from DOA. Implementation Summer 2010.
IT Plan	Centralized Scheduling	2010		In progress. Software purchased to enable academic schedule import	AdAstra and EMS integration is occurring but still in progress. Fully implemented Summer 2010.
IT Plan	Survey Software	Spring		Complete. Qualtrics chosen	no progress as of 6/1/2010

		2009		software solution	
IT Plan	D2L Upgrade	Summer 2009		Complete	Planned upgrade for Summer 2010 to version 9.2
IT Plan	Web audit	Spring 2009		Complete	no progress as of 6/1/2010
IT Plan	TurnItIn	2008 - 2009		Complete	no progress as of 6/1/2010
IT Plan	Residence Life Software	2008		<p>Project complete. The RMS software and demographics interface from Peoplesoft to RMS are live. Significant training of select Housing staff took place. Interfaces with PeopleSoft were developed. Data was entered into the system. New students completed their housing & dining preferences on-line. The program assigned new students to their rooms.</p> <p>Incoming Demographics interface is "live". Room assignments have been completed for incoming freshmen students.</p> <p>Complete.</p>	no progress as of 6/1/2010
IT Plan	External Security Audit	Fall 2008		Complete.	no progress as of 6/1/2010
IT Plan	DE Classroom update	Summer 2009		Complete.	no progress as of 6/1/2010
IT Plan	PeopleSoft Integration with D2L	Fall 2009		Complete.	no progress as of 6/1/2010
IT Plan	Discipline Tracking	Fall 2009		Project complete. Campus purchased Maxient Student Conduct System to manage	no progress as of 6/1/2010

				<p>student misconduct cases in the Dean of Students Office and University Housing. Nightly data feeds from Peoplesoft was completed by campus IT staff in Summer 2009. Vendor training completed July 2009. Went live in September 2009. Working with Maxient to import data from old system. Complete.</p>	
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Name of Action Plan	Action Item	Due Date	Responsible Person	Progress Reported in December 2009	Progress Reported in May 2010
Marketing Plan	Development and continuation of the marketing process		Marketing team, Marketing Director and Vice Chancellor for Advancement and Marketing.	2010 Marketing plan in place, being executed according to timeline and budgets approved. Working with other marketing offices on campus to integrate activity. Working on the development of a web based identity program and a template system to assist integration efforts	Completing web based identity standards program currently. The identity standards have been revised. Working on an integrated marketing and communications web site over the summer. The site will include a project request area for entities on campus to use.
Marketing Plan	Continue being on the cutting edge with social media networks		Communications Specialist, University Communications.	Facebook page for university now over 3000 fans; Twitter feeds going out daily	Facebook page and Twitter feeds going out daily
Marketing Plan	Laptop communications		Marketing Director	Screen saver developed for laptops with the inspiring innovation tag line	Screen saver developed for laptops for 2010-11 year
Marketing Plan	Website Redesign		Website Steering Committee which includes: CIO, Vice Chancellor for Advancement and Marketing, Marketing Director, Communications Director and Director of Enterprise Information System.	Approval received from DOA to submit RFP. RFP draft in final revision, to be submitted 12.18.09, with proposals requested back by 1.19.10. Review committee in place.	A firm has been selected for the website redesign project. We in contract negotiations currently and the redesign project will take place this fall.
Marketing Plan	Search Engine Optimization		Web Coordinator.	Included in Web site redesign RFP and web staff continue to identify key tag words to assist	Included in Web site redesign RFP and web staff continue to identify key tag words to assist

				with SEO efforts	with SEO efforts
Marketing Plan	Continue direct email marketing programs		Marketing Specialist, Outreach Services	Regular succession of email campaigns to prospective students/target audiences from various offices on campus	Regular succession of email campaigns to prospective students/target audiences from various offices on campus
Marketing Plan	Cable TV and movie theatre advertising		Marketing Director and Marketing Team	New ads produced with James Tower's help, began airing in October 2009 on television stations and in theaters in Hudson, Menomonie, Eau Claire and Oakdale, MN. Completed media buy to target specific TV programs in the Minneapolis/St. Paul and Western/Central Wisconsin TV markets.	TV/movie theatre ads aired October 2009 through April 2010. TV commercials aired in Minneapolis and Western Wisconsin markets. The ads aired in movie theatres in the following cities: Hudson, Menomonie, Eau Claire and Oakdale, MN.
Marketing Plan	Billboard Advertising		Marketing Director and Marketing Team	Second and third billboards now in place on I-94	Billboards in place
Marketing Plan	Conduct research		Marketing Director and Marketing Team	Not yet completed	Have conducted research with prospective students and with current students on TV ads

Additionally – we purchased radio advertising in Milwaukee, Wausau, Rice Lake, Eau Claire, Hayward and Minnesota to target potential transfer students to look at completing their degree at UW-Stout after earning their Associate degree from targeted technical colleges. We developed 5 ads internally for use. Radio ads ran from April through the first week of May.

We have also started working on developing program videos for each undergraduate program at UW-Stout. This project will continue in 2010-11 academic year.

We purchased UW-Stout window clings to give to every admitted student as well.

We developed various marketing pieces for departments and programs on campus and created marketing plans for a few programs on campus.

Name of Action Plan	Action Item	Due Date	Responsible Person	Progress Reported in December 2009	Progress Reported in May 2010
Climate Action Plan	Research best practices in policies. Recommend policy topic list. Propose at least two policies for review and recommendation.	April 1, 2010	Environmental Sustainability Steering Committee	Researched best practices in policies; prioritizing a number of policy recommendations and details of each policy for proposal to Chancellor's Advisory Council.	Proposed six potential policies (Energy Conservation, Waste Reduction, Purchasing, Transportation, Building Construction and Maintenance, and Human Resources) for review and recommendation; presented these to the Strategic Planning Group and the Chancellor's Cabinet.
Climate Action Plan	Identify and request to be a part of regional initiatives promoting sustainability.	October 1, 2009	Environmental Sustainability Coordinator	Made contact with and/or attended meetings for a number of local and regional organizations, including: Sustainable Dunn, the Joint Sustainability Working Group, West Central Wisconsin Rail Coalition Annual Meeting, Americorps Community Garden initiative, Tainter Menomin Lake Improvement Association, West Central Wisconsin Regional Planning Commission, and Chippewa Valley Regional Transit Authority.	Continued contact with all local and regional organizations; also working with the Institutional Food Buyer's Network.
Climate Action Plan	Collaborate with interested parties on campus and in the community to develop a community garden program with a focus on reducing	2010	Student Life Services	UW-Stout Americorps volunteers and Environmental Sustainability Coordinator are working with community members, community	The Menomonie Community Garden has been implemented in Phelan Park and is available for use by community members.

	community hunger issues.			organizations, and local government to develop a community garden. Currently working to secure land and resources for the garden.	
Climate Action Plan	Lighting and lighting control system replacements in the Sports and Fitness Center Building and Memorial Student Center.	2010	Physical Plant	<p>Sports and Fitness Center: Installation of the new lighting system for JFH will begin on March 19, 2010 and go to April 15, 2010. We are working closely with Alan Symicek on the lighting projects for the JFH, MPR, Pool, West Gym and Racquetball courts. Construction on the Multipurpose Room will go from July 22 to August 20. And construction on the West Gym, racquetball courts, and pool will go from May 24 to June 25.</p> <p>Memorial Student Center: Will be done as part of the building renovation project, which will begin in January 2011.</p>	Installation of the new lighting system for JFH was completed on April 15, 2010. The West Gym, Racquetball Courts, and Pool lighting upgrade began on May 24, 2010 and is scheduled to be complete by June 25, 2010. The SFC Multipurpose Room (Indoor Track) lighting replacement construction will occur from July 22 nd to August 20 th .
Climate Action Plan	Offer a shuttle to Wal-Mart and North Menomonie.	2009	Vice Chancellor for ASLS	Shuttle offered during the fall and spring semesters on the second Saturday of each month.	Shuttle offered through Spring semester.
Climate Action Plan	Convert to electronic medical records to save paper and space.	2011	Student Health Services	Current progress on scanning archived records via Image Now. Spring 2010 schedule discussions with Point & Click. This is the same system utilized by health services at Madison, Stevens	No progress as of 6/1/2010. Currently implementing a 3 rd party billing system with an outside firm.

				Point and Whitewater.	
Climate Action Plan	Plate waste studies done annually – market results. Marketing to encourage “clean plate” to reduce average plate waste. Marketing to encourage when eating light to skip the tray.	2010	Dining Services	Plate waste study done in December 2009 and results will be shared via table tents 2 nd semester to encourage diners to change habits. Second study then done in spring to measure any change.	Results of plate waste study shared via table tents during the spring semester. A second study was done in the spring semester and it was concluded that the food waste did drop some.
Climate Action Plan	Moving to all “green” chemicals of Ecolab for ware washing and put on the Apex system which includes monitoring system to help assess usage of chemicals, utilities and water. Moved to green chemical for floor care.	2010	Dining Services	All systems have been converted. All new chemicals and systems are in place.	No progress as of 6/1/2010.
Climate Action Plan	Promote refillable beverage containers with discount – expanded options in bookstore	2010	Dining Services	Marketing to be done for 2 nd semester.	Marketing was completed for 2 nd semester.
Climate Action Plan	Participate in local coalition as appropriate.	2010	Dining Services	Attending meetings held in southern region of state – to learn from efforts there. Provided letter of support towards efforts to obtain grant for similar coalition in western WI. Meeting set up with local co-op for food purchasing in February.	Continued attendance to meetings held in southern region of state. Also, met with local co-op for food purchasing in February and plan to join in June. Attending the Institutional Food Marketing Coalition meetings being held at UW-RF.
Climate Action Plan	Label equipment for appropriate pre-heat times. Market savings in water and energy with new equipment.	2010	Dining Services	Equipment labeled except for some new items in Commons – will do 2 nd semester. Have gathered information on savings of water.	All equipment has been labeled . Plan to gather additional information about water savings.

Name of Action Plan	Action Item	Due Date	Responsible Person	Progress Reported in December 2009	Progress Reported in May 2010
University Priorities- Enrollment Management	Develop a multi-year recruitment plan that focuses on Minnesota and Western and West Central Wisconsin	May 24, 2010	Executive Director of Enrollment Services (sponsor); Enrollment Management Committee	5 subcommittees have been established: Veterans, DE, Transfer, Traditional, and Diversity to help gather information and inform the plan. In addition International Student office and Graduate student office have been asked to identify strategies to meet the overall enrollment goal of 9,000.	Presentation to SPG group on May 17. Final plans for all of the 7 subcommittees is available at this website: http://www.uwstout.edu/static/bpa/planning/spgretreat/2010/ Steering committee wrap-up lunch held on June 1, 2010.
University Priorities- Enrollment Management	Develop a multi-year retention plan	May 24, 2010	Executive Director of Enrollment Services (sponsor); Enrollment Management Committee	A campus-wide retention committee has been established to look at best practices and develop a plan.	Presentation to SPG group on retention on May 17. Final report is available at: http://www.uwstout.edu/static/bpa/planning/spgretreat/2010/
University Priorities- Enrollment Management	Implement the recruitment plan	Fall 2010	Executive Director of Enrollment Services (sponsor); Enrollment Management Committee	No progress	See top portion of each recruitment plan for actions that were accomplished for each area beginning in fall 2010: http://www.uwstout.edu/static/bpa/planning/spgretreat/2010/
University Priorities- Enrollment Management	Implement the retention plan	Fall 2010	Provost and Vice Chancellor for ASLS	No progress	See top portion retention plan for retention efforts that were started and will continue: http://www.uwstout.edu/static/bpa/

t					planning/spgretreat/2010/
University Priorities- Enrollment Management	Inventory and assess points of contact to perspective and admitted students	Fall 2009	Executive Director of Enrollment Services	Reviewing overall communication plan will finalize spring 2010.	Inventory of access points for students. Developed communication plan to increase Admission points of contact from 3 to 11 helping with conversion and summer melt considerations.
University Priorities- Sustainability	Research best practices in policies	Nov 1, 2009	Diane Moen (sponsor); Environmental Sustainability Steering Committee	Completed research in best practices in policies and reviewed among committee.	No update as of 6/1/2010.
University Priorities- Sustainability	Recommend policy topic list	Dec 15, 2009	Diane Moen (sponsor); Environmental Sustainability Steering Committee	Recommended a policy topic list of four main topic areas: energy conservation, waste reduction, purchasing, and transportation.	Expanded recommendations to include two additional policy topics: Building Construction/Maintenance and Human Resources.
University Priorities- Sustainability	Propose, at minimum, two policies for campus review and recommendation	April 1, 2010	Diane Moen (sponsor); Environmental Sustainability Steering Committee	Currently prioritizing policies based on a three-star system, and discussing what each policy will entail.	Proposed six potential policies (Energy Conservation, Waste Reduction, Purchasing, Transportation, Building Construction and Maintenance, and Human Resources) for review and recommendation; presented these to the Strategic Planning Group and the Chancellor's Cabinet.
University Priorities- Sustainability	Identify and request to be part of regional initiatives promoting sustainability	Oct 1, 2009 and ongoing	Environmental Sustainability Coordinator	Made contact with and/or attended meetings for a number of local and regional organizations, including: Sustainable Dunn, the Joint	Continued contact with all local and regional organizations; also working with the Institutional Food Buyer's Network.

				Sustainability Working Group, West Central Wisconsin Rail Coalition Annual Meeting, Americorps Community Garden initiative, Tainter Menomin Lake Improvement Association, West Central Wisconsin Regional Planning Commission, and Chippewa Valley Regional Transit Authority. Will continue to attend meetings and make additional contacts.	
University Priorities- Sustainability	Appoint appropriate representatives to regional initiatives and arrange student experiences as appropriate	Oct 1, 2009 and ongoing	Program Directors	<p>They have not received the charge yet</p> <p>Two undergraduate students studying Sustainable Design & Development assisted a local brewery to incorporate sustainable practices into its business model. Faculty and the Sustainability Coordinator are currently working on a student project to help the Tainter Menomin Lake Improvement Association in its efforts to clean up the Red Cedar Watershed.</p>	<p>Undergraduate students studying Sustainable Design & Development worked on a number of projects, including:</p> <ul style="list-style-type: none"> ▪ Conducting an energy audit of the university library ▪ Doing a feasibility study of composting options for our campus, then implementing a vermicomposting bin at Child & Family Studies Center ▪ Looking at ways to improve the water quality of the Red Cedar watershed <p>Engineering students worked on a recycling plan for the Plastics Lab, to recycle the plastics they use.</p>

					<p>The M.S. in Training & Development program has taken a number of steps including:</p> <ul style="list-style-type: none"> ▪ Asking instructors to discuss any future carpooling options with their students ▪ Putting together eNewsletters to students to make them more aware of sustainability and giving them tips for sustainability efforts ▪ Utilizing conference calling to alleviate driving
University Priorities-Diversity	Establish relationships and “visiting programs” (including short-term programs) with universities that are rich in multicultural diversity (ex: polytechnic universities, historically Black colleges/universities, Hispanic colleges/universities)	1 program by spring 2010	Chief Diversity Officer	See Appendix A	Proposal developed
University Priorities-Diversity	Identify opportunities to participate in exchange programs (broadly defined) via technology, where faculty, staff and students can connect with diverse groups via	Summer 2010	Chief Diversity Officer, Appropriate Program Directors, Deans, Jane	See Appendix A	Proposal developed

	technology		Henderson		
University Priorities- Experiential Learning	Operationally define and inventory current experiential learning at UW-Stout	Fall semester, 2009	Provost (sponsor); Janice Coker, Chair Amy Lane & College Reps (Steering Committee)	Developed a definition of experiential learning as well as essential principles and roles of mentor, learner and external partner. Initial course inventory also completed.	Reviewing and refining initial course inventory to include information on whether experiential learning courses are required or selective in programs and concentrations. Provost's Office worked with BPA to develop course attributes codes for co-ops, field experiences, practicum, student teaching and study abroad. These will be used for reporting students graduating with experiential learning.
University Priorities- Experiential Learning	Define comprehensive and program-specific experiential learning outcomes	Spring semester, 2010	Deans and Program Directors	No progress as of 01/18/2010. Awaiting report from the Experiential Learning Implementation Team.	Experiential learning definition was shared with program directors. Program directors were asked to identify experiential learning within their programs. Updated course inventory will be shared with program directors in fall 2010.
University Priorities- Experiential Learning	Train faculty & staff on how to effectively incorporate student experiential opportunities into programs and curriculum	Spring semester, - Summer, 2010, ongoing	Provost (sponsor); NTLC & Dan Riordan	No progress, 12-10-09	Assessment Institutes have been scheduled for June 2010 and include: 1) Year 2 Assessment Institute with Barbara Walvoord with 19 registered participants; 2) Year 1 Assessment Institute with Barbara Walvoord with 46 registered participants. Additional targeted sessions on experiential learning will be developed.
University	Develop experiential learning	Fall semester,	Provost	No progress	Team is reviewing the PRC and

Priorities- Experiential Learning	metrics as part of the program review and assessment in the major process	2010	(sponsor); Steering Committee + PRC Chair & Committee Faculty Senate		assessment in the major processes to develop metrics. Plan to suggest incorporation of experiential learning into the PRC Self-Study.
University Priorities- Experiential Learning	Market and promote our identity of experiential learning to our audiences – faculty, students, staff and external stakeholders	End of Fall Semester, 2009	Vice Chancellor for University Advancement and Marketing (sponsor); Integrated Marketing Team	No progress	Co-op/internship opportunities have been highlighted in the TV commercials, radio commercials, program videos, success story poster series and on the website. We will continue to promote the co-op/internship opportunities in the various marketing strategies to be implemented in the 2010-11 marketing plan.